

**CITY OF PUNTA GORDA, FLORIDA  
REGULAR CITY COUNCIL MEETING MINUTES  
WEDNESDAY, MAY 6, 2020, 9:00 A.M.**

**COUNCILMEMBERS PRESENT:** Carey, Cummings, Matthews, Miller, Prafke

**CITY EMPLOYEES PRESENT:** Kristin Simeone, Finance; Rick Keeney, Public Works; Tom Jackson, Utilities; Phil Wickstrom, Human Resources; Joan LeBeau, Urban Design; Pamela Davis, Police; Ray Briggs, Fire; City Attorney Levin; City Manager Kunik; City Clerk Smith

**Mayor Prafke** called the meeting to order at 9:00 a.m.

Invocation was given by City Manager Kunik, followed by the Pledge of Allegiance.

City Manager Kunik introduced Mr. Chuck Pavlos, Interim Utilities Director, and then read the following public comments into the record: Mr. Sean Harrigan and Ms. Wendy Mueller requested Council support for their appointment to City boards; Ms. Kelly Gaylord spoke in favor of completing the wayfinding signage project; Ms. Janice Offret and Mr. Robert Offret, Mr. Bill Courtney [Burnt Store Isles Association (BSIA), President], Ms. Judy Hersch and Mr. Chuck Hersch, Mr. Bob Samsel and Ms. Cathy Samsel and Mr. Gary Stevers voiced support for reduction of the speed limit on Tripoli Boulevard between Madrid Boulevard and Monaco Drive, while Mr. Ron Martin opined the volume of traffic was the problem rather than speed; Mr. Don Cult and Mr. Wayne Malcor voiced opposition to moving forward with the BSI Underground Utilities project; Ms. Dawn Rebol inquired as to excess funds collected for the study performed by Florida Power & Light for the BSI Underground Utilities project; BSIA officers and directors voiced acceptance of the vote to reject the underground wiring project; Mr. Richard Sabini commented on the improper solicitation of "no" votes door-to-door within a residential neighborhood and the effect of inaccurate information contained in associated leaflets; Mr. Bill Leach voiced concern regarding the Aqui Esta project's negative impact on surrounding wetlands and intrusion upon the perimeter of the property, which belonged to City residents.

**PROCLAMATION/PRESENTATIONS**

None.

**Introduction of Board/Committee Member Nominees**

Comments read into the record above.

**NOTE: City Council recessed and reconvened as the Community Redevelopment Agency (CRA) (see corresponding minutes).**

## PUBLIC HEARINGS

**GA- 02- 2020 An Ordinance of the City of Punta Gorda, Florida, amending Chapter 15, “Offenses and Miscellaneous Provisions”, of the Punta Gorda Code, by amending Section 15- 48, “Control of Access to City- owned, Controlled and Leased Property”, to adopt Facility Rules; providing for conflict and severability; and providing an effective date.**

### FIRST READING

City Attorney Levin read the ordinance by title. He explained City Code currently provided for the control of access to City-owned and controlled property; however, the proposed ordinance adopted an extensive set of facility rules and behaviors for applicable locations.

Ms. Macalle Finkle, Paralegal, announced Section 6 was amended to eliminate the word “handicap”.

**Mayor Prafke** called three times for public comment.

Councilmember Matthews **MOVED** to close the public hearing, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

**Mayor Prafke** inquired as to the language related to the prohibition of alcohol, pointing out events where alcohol was served were held at the Bayfront Activity Center and Laishley Community Room.

Discussion ensued regarding the language and the rental process for those locations, with City Attorney Levin indicating staff members suggested the word “alcohol” be stricken from Paragraph H.

Councilmember Matthews **MOVED** approval of GA-02-2020 as amended, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

City Attorney Levin clarified the public were welcome to attend the City Council meeting to voice their opinion during any public hearing provided appropriate social distancing measures were followed.

**GA- 03- 2020 An Ordinance of the City of Punta Gorda, Florida, amending Punta Gorda Code Chapter 23, “Traffic”, Article I, “General”, Section 23- 6, reducing the speed limit on Tripoli Boulevard between Madrid Boulevard and Monaco Drive in the Burnt Store Isles Neighborhood, and reformatting Section 23- 6 for clarity; providing for conflict and severability and providing an effective date.**

### FIRST READING

City Attorney Levin read the ordinance by title.

**Mayor Prafke** called three times for public comment.

Councilmember Matthews **MOVED** to close the public hearing, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

Councilmember Matthews **MOVED** approval of GA-03-2020, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

**Councilmember Matthews** stated if members were amenable, she would pursue installation of a traffic signal on Burnt Store Road at the southwest exit from Home Depot with the Metropolitan Planning Organization, noting the signal would require truck traffic seeking US 41 North to route onto Burnt Store Road.

Consensus of Council was for Councilmember Matthews to do so.

**GA- 04- 2020 An Ordinance of the City of Punta Gorda, Florida, amending Punta Gorda Code Chapter 23, “Traffic”, Article I, “General”, Section 23- 17, to restrict on- street parking on Gill Street between West Marion Avenue and West Olympia Avenue, and renumbering Section 23- 6 accordingly; providing for conflict and severability and providing an effective date.**

**FIRST READING**

City Attorney Levin read the ordinance by title. He announced there was a scrivener’s error in the Code as currently written and the ordinance carried forward the error, recommending adoption of this ordinance proceed with a separate ordinance addressing the scrivener’s error to be presented at a later date.

**Mayor Prafke** called three times for public comment.

Councilmember Matthews **MOVED** to close the public hearing, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

Councilmember Matthews **MOVED** approval of GA-04-2020, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

**GA- 06- 2020 An Ordinance of the City of Punta Gorda, Florida, amending the City of Punta Gorda Charter, Article IX, Section 4, to allow a voter to submit by email or otherwise to the circulator of a candidate petition an image of the voter’s original signature that may be included as part of the candidate’s qualifying petition; providing for conflict and severability and providing an effective date.**

**FIRST READING**

City Attorney Levin read the ordinance by title, briefly explaining the purpose of the temporary amendment to the Charter was to allow candidates to safely obtain signatures on qualifying petitions via email.

**Mayor Prafke** called three times for public comment.

**Councilmember Carey** inquired as to how the dates of signatures would be authenticated.

City Attorney Levin replied the circulator was required to complete an affidavit regarding the accuracy of the content in the candidate petition.

Councilmember Matthews **MOVED** to close the public hearing, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

Councilmember Matthews **MOVED** approval of GA-06-2020, **SECONDED** by Councilmember Miller.

**MOTION UNANIMOUSLY CARRIED.**

**ORDINANCE/RESOLUTION**

**(No Public Hearing Required)**

**A Resolution of the City Council of the City of Punta Gorda, Florida, approving a Land lease Agreement and occupation of Easement between the City of Punta Gorda and Punta Gorda Boat Club, Inc. for a portion of city- owned property platted as Shreve Park; and providing an effective date.**

City Attorney Levin read the resolution by title.

Ms. Finkle recalled this matter was discussed previously. She noted the new, 20-year lease reduced the leasehold area as delineated in the agenda material, explaining the Gilchrist Landing area had been removed as the City would be improving the Harborwalk there. She stated an occupation of easement was being provided for reconfiguration of parking and the driveway entrance as the area surrounding the building would be opened to public access, adding the City had agreed to allow events to be coordinated in conjunction with the Bayfront Activity Center as parking on the grass would no longer be available.

**Mayor Prafke** noted Item 5b indicated renovations would be completed on the southeast exterior; however, the entire building should be addressed so that there would be a positive aesthetic view of the building from every angle. She questioned if the agreement could be amended to strike the word "southeast".

Mr. John Byrne, Punta Gorda Boat Club, stated there were many improvements to be done to the Boat Club, noting focus would be on the façade facing the street; however, they would work with the architect for the Bayfront Activity Center to address all of the building's periphery. He opined the word "southeast" could be removed.

**Councilmember Carey** objected to removing one word to make the lease a viable document.

Councilmember Matthews **MOVED** approval of the resolution approving the Land Lease Agreement as amended and the occupation of easement, **SECONDED** by Councilmember Miller.

**MOTION UNANIMOUSLY CARRIED.**

**NOTE: A short break was called at 10:28 a.m.**

#### **CONSENT AGENDA**

Councilmember Cummings **MOVED** approval of the Consent Agenda, **SECONDED** by Councilmember Carey.

**MOTION UNANIMOUSLY CARRIED.**

- A. City Clerk
  - 1. Approval of Minutes: Regular Meeting of April 15, 2020
- B. City Attorney
  - 1. Satisfaction of Mortgage for Seminole Lakes Phase IIA
- C. Police Department
  - 1. Application for FY2019 Edward Byrne Memorial Justice Assistance Grant – Countywide (JAGC)
  - 2. Application to the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) for the Coronavirus Emergency Supplemental Funding Program.
- D. Utilities Department
  - 1. A Resolution of the City Council of the City of Punta Gorda, Florida, accepting a Bill of Sale, Release of Liens/Affidavit of No Liens from Dr Horton, Inc. and Warranty from Mitchell & Stark Construction Corp. for water distribution and wastewater collection facilities located within Waterford Estates Phase 2D; providing for conflicts and severability; and providing an effective date.
  - 2. A Resolution of the City council of the City of Punta Gorda, Florida, accepting Utility Easement, a bill of Sale, Release of Liens/Affidavit of No Liens from Mist Development LLC., and Warranty from Jaws Contracting, Inc., for water distribution and wastewater collection facilities located within West Olympia Development; providing for conflicts and severability; and providing an effective date.

#### **BUDGET**

##### **FY 2021 Strategic Plan**

Ms. Melissa Reichert, Communications Manager, noted the current draft of the Fiscal Year (FY) 2020/2021 Strategic Plan was based on discussion during City Council's January 2020 workshop, with edits made to the document based on Councilmembers'

comments. She drew members' attention to the City's first strategic priority on page 6, Financial/Economic Sustainability, noting amendment of the City's Comprehensive Plan and the Punta Gorda Code as well as the utility rate study were important priorities for FY 2020/2021.

**Councilmember Matthews** inquired as to the intensity bonus program.

Ms. Reichert replied same had been included in conversations with Dover, Kohl and Partners (DKP); however, it could be removed from the strategic priorities if desired.

Discussion ensued with consensus to remove the intensity bonus program item but include that topic within discussions regarding Form Based codes.

**Mayor Prafke** inquired as to how the annexation goal would be accomplished, stating such clarification was necessary to ensure the goal would be met.

**Councilmember Matthews** suggested changing the language to indicate a minimum of three properties would be annexed each year. She added the City had yet to require a property to annex into the City pursuant to a pre-annexation agreement.

City Manager Kunik pointed out three annexations might be difficult to achieve, stressing some properties were not desirable for annexation as they would result in a cost to the City.

Ms. Reichert suggested a specific action item could be for staff to meet with ten businesses proactively to invite them to annex and leave three properties as the goal.

Consensus was to do so.

**Mayor Prafke** inquired as to how the City would increase its commercial tax base.

Ms. Reichert replied the Land Development Regulations (LDRs) rewrite and Comprehensive Plan revisions were intended to facilitate that goal, which was intended more for FY 2021/2022. She then drew members' attention to the next strategic priority, Infrastructure Sustainability, confirming there were no comments regarding that section before presenting the following strategic priority, Partnerships, Communication and Collaboration. She highlighted exploration of a residential parking permit for the downtown Historic District and continuation of partnerships within the community as important actions within this strategic priority.

**Mayor Prafke** commented it had been suggested the goal regarding diversifying housing types should be modified to reflect selected recommendations would be implemented from the Citywide Master Plan. She then stated some residents had objected to exploration of residential parking permits in the downtown historic district, noting holding discussions did not necessarily mean permits would be implemented.

**Councilmembers Matthews** and **Carey** indicated they had received similar comments.

**Mayor Prafke** commented favorably on the proposed communications platform, a cellphone application, which would provide the public with information about the City and allow them to refer matters to City departments.

**Councilmember Matthews** stated Council needed to be aware of news before same was posted on social media, speaking in favor of a steady flow of information, perhaps in the form of a daily bulletin of key information.

Discussion ensued regarding communication of information from the City to Councilmembers and the community at large, with Ms. Reichert agreeing to work with the City Manager regarding increased communication.

Consensus of Council was to support a City cellphone application.

Ms. Reichert then drew members' attention to the fourth strategic priority, Strategic Communications Positioning, stating staff desired to partner with additional organizations to drive people to local businesses and to possibly purchase a home.

**Mayor Prafke** suggested the last two goals be changed to reflect only selected recommendations from the 2019 Citywide Master Plan would be implemented.

Discussion ensued regarding resources available to local businesses.

Ms. Reichert drew members' attention to the fifth strategic priority, Quality of Life, noting an update to the Parks and Recreation Master Plan was the major action item within same.

**Councilmember Carey** inquired as to the timeframe for the Parks and Recreation Master Plan.

Ms. Joan LeBeau, Urban Design Manager, replied staff was working on the timeframe and would meet this Friday to discuss the schedule and unveiling the project.

**Councilmember Matthews** suggested the entirety of the Strategic Plan should reflect only selected recommendations from the Citywide Master Plan would be implemented.

Councilmember Cummings **MOVED** approval of the FY 2020/2021 Strategic Plan as amended, **SECONDED** by Councilmember Matthews.

**MOTION UNANIMOUSLY CARRIED.**

### **FY 2021 Budget Update and Alternatives - General Fund and Information Technology Fund**

Ms. Kristin Simeone, Finance Director, recalled at the February 19, 2020, City Council meeting, staff presented the FY 2019/2020-2023/2024 Long Range Financial Plan, which provided multi-year fiscal forecasts for the City's major fund groups. She explained due to the global COVID-19 pandemic, staff had worked to provide an initial general fund budget proposal using a roll-back millage rate and to hold operating expenditures flat. She stated at this time, significant reductions in revenues were not

anticipated; however, revenues would continue to be monitored and updated over the next couple of months, noting staff would continue to make adjustments and would return with additional options as appropriate. She then presented the FY 2020/2021 Budget Status Report and Alternatives for the General Fund, as delineated in the agenda material, providing an overview of the General Fund's history from FY 2007/2008 to FY 2019/2020 as well as the City's financial policy. She stated revenue assumptions included an estimated 5% increase in taxable value, \$52 million in new construction, an estimated rollback millage rate of 3.2702, decreased revenue estimates in electric utility tax and franchise fees as well as communications tax and half cent sales tax, noting personnel assumptions included a 4% salary increase for staff, a 6% increase in health insurance and a 20% increase in workers compensation insurance. She briefly reviewed assumptions for operating costs, noting a 20% increase in general liability insurance and department costs remained flat except for specific needs. She then drew members' attention to the General Fund Summary, noting revenues and expenditures were decreased and operating reserves were being utilized with a projected gap of \$471,775. She stated the FY 2019/2020 estimated ending operating reserve was approximately \$6 million, noting a subtotal of available reserves as of September 30, 2021, was \$2.5 million. She stated looking ahead to FY 2022, expected revenues of \$23.5 million and expenditures of \$24.1 million would leave a gap of approximately \$600,000. She inquired whether City Council would be willing to approve use of reserves as presented thus far.

**Councilmember Cummings** questioned if staff could determine the level of commercial tax needed to avoid raising the millage rate or cutting services.

Ms. Simeone responded using the rollback rate meant the same amount of ad valorem revenue would be generated as the previous year. She noted if expected revenues necessitated further reductions, service level cuts might become necessary.

Consensus of Council was to approve use of reserves as presented thus far.

Ms. Simeone then reviewed other personnel considerations, requesting approval to use \$132,000 of existing reserves to create a reserve for pension fluctuations. She then questioned if Council desired to increase the City's match for defined contribution plans to 100% for the first 10% an employee contributed or to reduce the merit pay for general employees to 3%.

A brief discussion ensued with consensus of Council not to reduce the merit increase as employee salaries had only recently been brought up to competitive levels based on the salary study.



**Councilmember Miller** inquired as to funding of fluctuations in the City's obligation to the pension funds.

Ms. Simeone replied funds were typically appropriated from savings found in the appropriate department. She indicated fluctuations generally occurred each year.

**Mayor Prafke** and **Councilmember Matthews** expressed preference not to allocate the reserves for pension fluctuations.

**Mayor Prafke** noted the final use of reserves to be decided on was an increase to the City's match for defined contribution plans.

**Councilmember Carey** inquired as to the industry standard for government employees.

Ms. Simeone replied there was much variation in employer matches, with some offering more than 10% while others were similar to the City.

Discussion ensued with consensus to delay an increased City match to the defined contribution plan until the following year.

Ms. Simeone drew members' attention to Service Level Enhancements, Staffing Requests, which were currently not recommended by the City Manager.

A lengthy discussion ensued with input from the Police Chief and Finance Director, with consensus to reject the staffing requests for the upcoming year's budget.

Ms. Simeone drew members' attention to FY 2020/2021 and FY 2021/2022 Considerations and briefly reviewed funding alternatives for the 5-year Capital Improvements Program (CIP) Plan, including use of General Fund reserves, use of Fishermen's Village sale proceeds, an increase to the millage rate and/or a reduction of the CIP Plan.

**Councilmember Matthews** requested a breakdown of expenditures and allocations for the Fishermen's Village sale proceeds.

Ms. Simeone reviewed the considerations for the Lot Mowing Assessment, noting the proposed assessment was \$175. She noted Information Technology expenditures had increased approximately 21% mainly due to increased software subscription costs and data storage needs. She concluded community input regarding the FY 2020/2021 Budget included reducing waste collection from twice per week to once per week.

Discussion ensued with consensus reducing waste collection was not a desirable option.

### **Property Acquisitions for Corto Andra/Boca Grande Drainage Improvements Project**

Ms. Macalle Finkle, Paralegal, explained staff's recommendation was to determine the best and final offers for the purchase of 310 and 318 Palmera Drive, and in the event a

final offer was not accepted, to further authorize the City Attorney to acquire the remaining four parcels through any legal means necessary, including eminent domain. She briefly reviewed the purpose of the drainage project and the project area, as delineated in the agenda material.

**Councilmember Matthews** objected to accepting the counter offers.

**Mayor Prafke** inquired as to the cost of acquiring the properties through the process of eminent domain so a comparison could be made of that cost versus making a final offer.

**Councilmembers Cummings** and **Carey** spoke in favor of considering a best and final offer.

City Attorney Levin indicated he did not have an estimate for the cost of eminent domain proceedings at this time. He spoke in favor of extending a final offer, noting the property owners would not receive more than the appraised value of the properties through eminent domain. He confirmed the properties would be processed individually. He then reviewed possible costs associated with eminent domain proceedings.

A lengthy discussion ensued with consensus to offer \$18,000 for each of the properties.

**NOTE: A short break was called at 12:43 p.m.**

#### **UNFINISHED BUSINESS**

#### **Historic City Hall Needs Analysis Survey - Presented by Dr. Tyler F. Patak of Parker, Mudgett, Smith Architects, Inc.**

Mr. Tyler Patak, Parker, Mudgett, Smith Architects, Inc., presented the findings of the Historic City Hall Needs Analysis Survey, noting four major concerns were integrity of the building envelope, inadequacy of the mechanical and plumbing systems, lack of accessibility and lack of security. He stated specific recommendations to address those concerns included: repairing the exterior walls; replacing the roof system; replacing the entire mechanical system, plumbing fixtures and select electrical equipment; providing an elevator; addressing accessibility issues; increasing passive and active security measures; reconfiguring the City Clerk's area. He stated the probable cost breakdown separated short term needs, long term needs, exterior improvements, Americans with Disabilities Act improvements and security improvements so that City Council could prioritize projects. He reviewed the cost consideration, noting the historic section cost \$2.7 million and the 1978 addition cost approximately \$1 million. He then drew attention to a breakdown of estimated costs for rehabilitation of the 1978 addition (\$1,114,067) versus replacement of the 1978

addition (\$1,411,950), noting the difference was \$297,833. He stated new construction would be purposefully designed and could retain capacity for Council Chambers and the restroom while rehabilitation of the addition would reduce capacity and faced structural limitations.

**Councilmember Miller** inquired as to the square footage used to calculate the cost of replacing the 1978 addition.

Mr. Mitchell Austin, Urban Design, replied the square footage used was the same as the existing footprint, noting capacity would be greater if the addition were replaced.

**Councilmembers Miller** and **Matthews** opined Council Chambers needed to be expanded.

**Councilmember Carey** spoke in favor of ensuring the building would be maintained going forward.

**Mayor Prafke** suggested redesign of Council Chambers should accommodate multiple uses when Council and City boards were not in session.

Mr. Austin summarized City Council desired to explore replacement of the addition and to prioritize proceeding with preservation and rehabilitation of the historic portion.

**Councilmember Matthews** stated \$3.6 million was included in the Sales Tax Program for this project, suggesting funds from the Fisherman's Village sale could be used to make up the difference to expand Council Chambers and complete the renovation.

**Councilmember Carey** emphasized the historic portion must be a priority.

**Mayor Prafke** commented prioritization might need adjustment to prevent the building from deteriorating further.

**Councilmember Miller** inquired as to the logistics of rehabilitating the historic structure and replacing the addition.

City Manager Kunik replied funding the project just take precedence over logistics at this time, noting options for funding were provided in case the Sales Tax Program was not approved.

### **Burnt Store Isles Utility Undergrounding Project 2020 Straw Ballot Results**

City Manager Kunik reported 1,248 ballots were mailed out on March 2, 2020, noting the results showed 80% of polled property owners did not want to proceed with the project; therefore, the Burnt Stores Isles Association Utility Undergrounding Subcommittee did not recommend moving forward with the project.

Councilmember Matthews **MOVED** to accept the results of the straw ballot and the recommendation to discontinue pursuit of the project, **SECONDED** by Councilmember Cummings.

**MOTION UNANIMOUSLY CARRIED.**

## NEW BUSINESS

### Army Corps of Engineers Permit Application No. SAJ- 2005- 09104 (SP- MMB) - 901 Aqui Esta (Planned Development 01- 17)

City Manager Kunik stated although the developer acknowledged the application needed to be changed, staff had drafted a letter of objection to submit to the Army Corps of Engineers. He stressed the developer could only develop the property in accordance with the project approved by City Council.

**Councilmember Matthews** expressed concern regarding verbiage included in the permit application. She objected to construction of an observation deck, stating she did not recall same from the site plan or Council discussion during consideration of the Planned Development (PD). She also requested the letter of objection mention that eagles nested on the property.

Ms. Lisa Hannon, Zoning Official highlighted the location of the observation deck on the approved site plan, expressing uncertainty as to whether staff could object to an element of the approved site plan.

**Mayor Prafke** questioned if a Councilmember could request the item be reconsidered. City Attorney Levin replied Councilmembers could not move for reconsideration at this point. He indicated staff could request the developer provide a written statement regarding removal of the observation deck from their plans and consider same to be a request to amend the PD.

**Mayor Prafke** requested the developer provide a written statement.

**Councilmember Matthews** stated ownership of the water along the L-shape of the property required resolution.

City Attorney Levin stated the City owned that land, noting it was not possible for the developer to install a dock on property they did not own or property beyond the boundary of the plan included in the adopted PD.

**Mayor Prafke** inquired whether the letter should specify the developer did not own the location of the proposed dock.

**Councilmember Matthews** opined the letter should include reference to the nesting eagles as well as ownership of the property where the dock was proposed.

City Attorney Levin stated he had no objection to including language which addressed same.

**Councilmember Carey** questioned if the developer could reconfigure the layout of their properties without Council approval.

Ms. Hannon replied amendment of the PD would be required if the developer deviated greatly from the approved site plan.

City Attorney Levin concluded staff would discuss whether amendment of the PD to remove the observation deck could be done administratively.

### **RECOMMENDATION FROM CITY OFFICERS**

#### **CITY MANAGER**

##### **Update on City's Actions with Regard to Declared State of Emergency COVID- 19.**

City Manager Kunik confirmed City Council desired to reopen the dog park, Ponce de Leon beach, tennis courts and pickleball courts and to remove the tape around the benches and pavilions in the parks.

**Mayor Prafke** suggested a statement be made that the City was not sanitizing amenities such as benches and pavilions.

City Manager Kunik stated signage from the County regarding social distancing would be installed.

**Mayor Prafke** requested the City's requirements denoted in signage to be placed at pickleball courts be at least as stringent as that to be installed at the PicklePlex.

#### **CITY ATTORNEY**

No comments.

### **BOARDS AND COMMITTEES**

#### **Announcement of Vacancies**

Board of Zoning Appeals - Alternate

Building Board

City Clerk Smith announced the vacancies.

#### **Nominations**

Utility Advisory Board

Councilmember Carey **MOVED** to nominate and appoint Mr. Dennis Cafaro, **SECONDED** by Councilmember Cummings.

#### **MOTION UNANIMOUSLY CARRIED.**

Building Board

Councilmember Carey **MOVED** to nominate and appoint Ms. Wendy Mueller, **SECONDED** by Councilmember Cummings.

#### **MOTION UNANIMOUSLY CARRIED.**

#### **Appointments**

Burnt Store Isles Canal Advisory Committee

Voting forms were distributed.

City Clerk Smith announced Mr. Sean Harrigan had received the most votes and was thus appointed to the Committee.

Ms. Macalle Finkle, Paralegal, then announced staff was working toward resuming board meetings in June 2020; however, meetings would be held only if there was business which needed to be conducted.

City Clerk Smith explained meeting dates were being established and staff was reaching out to confirm a quorum of members was available. She noted if a quorum could not be confirmed, an offer to attend the meeting virtually would be extended.

#### **POLICY AND LEGISLATION**

**PRAFKE:** Acknowledged the past two months had been challenging and there was still need in the community, thanking those who donated to the Giving Challenge.

- Noted shirts were still available to raise funds for COAD.

**MATTHEWS:** Reported Comcast had begun performing work to correct wiring in the "Bird" section of the Punta Gorda Isles.

#### **CITIZENS COMMENTS**

Citizens' comments were read into the record at the beginning of the meeting.

The meeting was adjourned at 2:35 p.m.

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Mayor

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City Clerk